**Process & Performance Department Attachment to Board Memo for BENCHMARK E-BOOKS**

A request was made by Linda Black on behalf of Yealey Elementary for Emergency Approval allowing renewal of access to E-Books by Benchmark on 2/9/2021. Due to oversight created by COVID-19 in the initial purchase by the District (Board approved December 2020), an approval to proceed was permitted by Process & Performance Director, Justin Madden, and the Office of CAO, Dr. Jim Detwiler on 2/10/2021.